

**Circular for the parents of Nursery to Class IV students**  
**Session: 2022-23**

EKAY/JAN/61  
January 23, 2023

**Subject: Change in Schedule for Annual Function for Nursery to class IV**

Dear Parent  
Namaste

Kindly note the time schedule of participants and non-participants of Nursery to Class IV for the Annual Function, from **Saturday, January 28, 2023 till Saturday February 4, 2023.**

Arrival and departure schedule is mentioned below, parents are requested to arrange pick-up and drop from the bus stops accordingly. Parents who have opted for self-transport, are requested to make necessary arrangements for arrival and departure of their wards accordingly.

**Schedule of participants:**

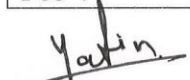
Date	Arrival	Departure	Remarks
Jan 28 (4 <sup>th</sup> Sat.)	10:30 am	01:30 pm	Rehearsal
Jan 30 & Jan 31	10:30 am	01:30 pm (Pre Primary to class II) 3:30 pm (Class III & IV)	Regular School
Feb 1 & Feb 2	10:30 am	01:30 pm	<b>Dress Rehearsal:</b> 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag, tiffin, water bottle and student diary. 3. Wearing ID Card is must.
Feb. 3	2:30 pm	Buses will depart between 7:45 to 8:00 pm	<b>Grand Rehearsal:</b> 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag, tiffin, water bottle and student diary. 3. Wearing ID Card is must.
Feb. 4	2:30 pm	8:00 pm (Approx.)	<b>Panache 2022-23:</b> 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag & water bottle. 3. Wearing ID Card is must. 4. Snacks will be provided from school. 5. <b>Students will be handed over to parents from respective classes (Nursery to class II) and from stage (class III &amp; IV) after programme gets over.</b>

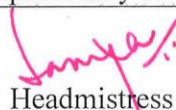
**Kindly Note:**

- For grand rehearsal and programme day parents are requested to make children wear proper woollen, preferably front open/jacket with hoodies.
- Students should not carry any costly items like; jewellery, electronic gadgets, mobile phone, etc.
- On the day of grand rehearsal (03.02.2023), the buses are scheduled to leave school in between 7:45 pm to 8:00 pm. While we will try our best for a timely departure of the buses, it is likely that they may be delayed due to traffic congestion. Kindly cooperate with us.

**Schedule of non-participants:**

Date	Arrival	Departure	Remarks
Jan 28. (4 <sup>th</sup> Sat.)	<b>HOLIDAY FOR NON-PARTICIPANTS</b>		
Jan 30 & Jan 31	10:30 am	01:30 pm (Pre Primary to class II) 3:30 pm (Class III & IV)	Regular School
Feb 1, 2, 3	<b>HOLIDAY FOR NON-PARTICIPANTS</b>		
Feb 4	Non-participants may come with parents to witness the programme		

  
 Admin Officer

  
 Headmistress

  
 Principal